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IRP FrameDoc

IRP FrameDoc – is a set of applications used to effectively implement management technologies for organizations of any type.

■ Purpose

IRP FrameDoc is a software solution allowing workflow organization and work discipline control, as well as integration of electronic and paper workflow, and creation of electronic document archive.

IRP Technology was established by Rechner Und Peripherie Virtriebs GMBH (RuP) that has been successfully working at global IT market over 15 years. IRP Technology priorities are business process support and optimization and management control.

■ Advantages

- Implementation of DocFlow processes (automation of workflow in accordance with legal regulations and Customer's existing administrative practice)
- WorkFlow process implementation (providing the Customer an opportunity to organize workflow with document circulation and execution control)
- Implementation of electronic archiving processes (automation of long-term electronic storage of Customer's documents)
- Scalability in terms of functional and number of workplaces
- Processing of documents at paper and other media
- Support of centralized and decentralized workflow scheme
- Deployment of geographically distributed corporate systems
- Integration with Customer's existing IT infrastructure

■ Functionality

IRP FrameDoc Content Manager:

- Registration and classification of incoming and outgoing documents
- Work with glossaries, reference-books, catalogs
- Routing and setting document flow schedule for employees and departments
- Document versioning, establishing links between documents, route and task branching
- Notification and task execution control, verification of proper and timely document execution
- Entering various types of documents (paper, electronic)
- Document search by various criteria and generation of workflow reports
- Document viewing and printing capabilities
- Archive storage
- Organization of network secure workflow (access rights, encryption, electronic digital signature)
- WEB access

IRP FrameDoc Electronic Archive:

- Conversion (mass, current) of documents from various media: paper, microfilms
- Mass entering of electronic documents
- Archive storage
- Secure document access (access rights, encryption, electronic digital signature)

- Control of all documents from a common center
- Services (full-featured search, copy printing capabilities)
- WEB-access
- Online archive

IRP FrameDoc Content Manager includes IRP FrameDoc Electronic Archive main components to organize document archive storage.

IRP FrameDoc Electronic Archive can be used individually.